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COMMUNITY WATCH
IN NORTH CAROLINA

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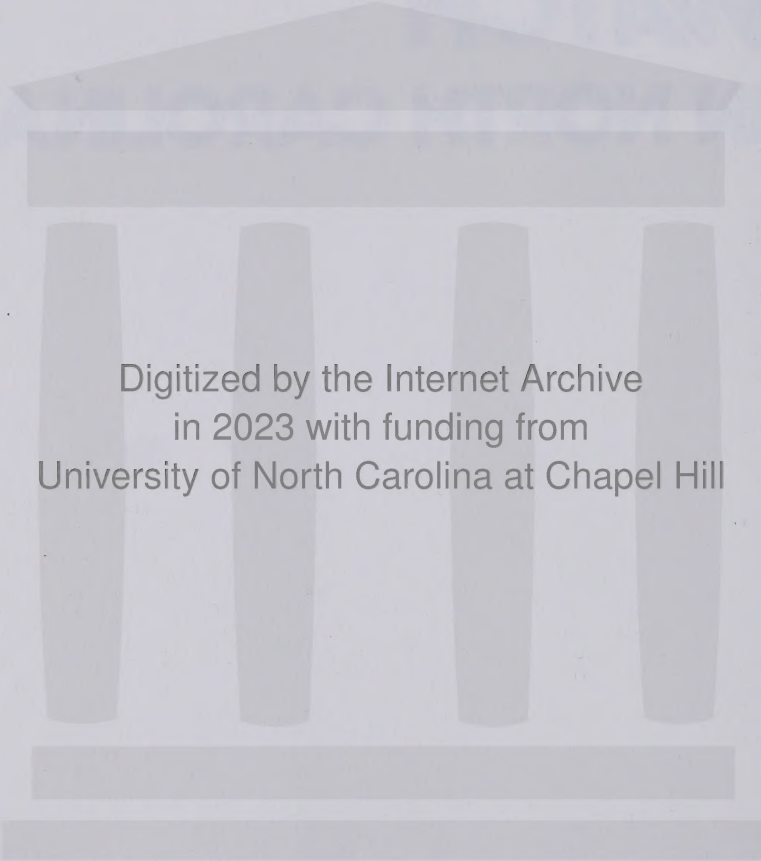
North Carolina Department of
CRIME CONTROL & PUBLIC SAFETY

James B. Hunt, Jr., Governor
J. Phil Carlton, Secretary

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You and Community Watch

Community Watch is caring about our neighbors and ourselves. The purpose of Community Watch is to make us aware of the steps we can take to make our homes more secure against burglary, to show us how neighbors can help each other protect our entire neighborhood, and to make our local law enforcement agency more effective in its fight against crime through our involvement and participation.

Community Watch is Working

Our goal is to give a potential criminal the feeling that everyone in the community is watching every move he makes. Crime prevention is the objective. Marked houses are feared by all thieves, including professional burglars. They are all ages, all sizes, and have different motivations. Across America 82% of the burglars involved in break-ins are under 20 years old. In approximately one out of three cases, the thief apparently gained unlawful entry without using force. A burglar is better thwarted than apprehended, and two ways to accomplish this are:

1. Make the burglar think someone is home.
2. Make it so difficult for the burglar to break into your house that he will either give up or get caught in the process.

How To Organize Community Watch

First Step

Call a meeting in a local home, church, community building or volunteer fire department and personally invite every resident in the community. Invite everyone regardless of race or income level. Everyone is hit by crime. Ask a member of your local law enforcement agency to come to the first meeting.

Second Step

Get a complete list of names, addresses and phone numbers of everyone taking part in the program and elect a chairman to take charge of the meeting.

Third Step

Ask the law enforcement officer to explain the limits of a citizen's role in Community Watch and to give residents suggestions on what to watch for in their homes and in the community. Ask the officer's advice on reporting suspicious activities and crimes.

Fourth Step

Select the type of signs and bumper and window stickers necessary for high visibility in the community. Establish a cost for each household, collect the funds, and order the materials. Your local sheriff's department or police department can supply free material from national associations or security lock companies.

Fifth Step

Mark all valuable items in your homes and businesses with your North Carolina driver's license number, and improve locks and security systems.

Sixth Step

Put up signs at the entrance to your neighborhood and in every member's yard on the same day for maximum impact on residents and criminals.

Seventh Step

Appoint block captains to pass information received from your crime prevention officer to members on their streets.

Eighth Step

Schedule monthly meetings of the entire community for additional training sessions. Schedule meetings as needed to keep community cooperation alive, to keep high visibility, and to plan monthly programs.

Ninth Step

Inform Governor Jim Hunt about your Community Watch program in order to receive newsletters, including ideas from other communities and suggestions for monthly programs.

Tenth Step

Keep in touch with the crime prevention officer.

Law Enforcement Officer's Role

1. Keep the Community Watch chairman informed about any new materials available to him. Attend meetings in the community and share with the people any information he has about burglars working in and around their area.
2. Survey homes or businesses at the request of the owners, and suggest ways to better secure their property.
3. Identify and check out any license number reported to him by a member of a Community Watch program, and report his findings to the chairman of the program.
4. Report to the chairman of the program (in writing) as often as possible showing all break-ins or attempted break-ins in the area, also any information he may have about a vehicle used.
5. Keep in touch with the people.

Community Watch Chairman's Role

1. Make arrangements for meetings and training programs.
2. Purchase Community Watch signs. Set times and dates for signs to be displayed.
3. Report to block captains all information received from crime prevention officer.
4. Receive and report all information from block captains or members to the crime prevention officer or law enforcement agency.
5. Furnish every member of the program with an up-to-date list of names, addresses and phone numbers of everyone in the community.
6. Furnish every member with an up-to-date list of senior citizens and a list of agencies available to help these people in an emergency.

7. Keep in touch with the crime prevention officer.

Block Captain's Role

1. Assist the chairman in passing the word to the members of the program.
2. Receive information from members on the block and pass on to Community Watch chairman.
3. Keep in touch with chairman.

Member's Role

1. Watch out for **all** vehicles, not just vehicles such as vans and trucks. Passenger cars, expensive and inexpensive, are being used by thieves, and drivers should be considered possible suspects. Be prepared to obtain the license number of a suspicious vehicle. Keep your keys handy and a pencil and paper in the car. If you see a slow prowling car in your neighborhood, take the license number. If necessary, follow the car and write down the license number, a general description of the vehicle, and its occupants in order to make a report. Mark also the location, time and date for later reference should this information be needed again. Give the information on suspicious cars to your children. They are out and around the neighborhood and see what is going on. Patrol the area whenever you leave and return home. Street activity is a very good deterrent.
2. Tell your neighbors when you are having work done so they will not be concerned. Tell your Community Watch chairman and neighbors when you are going to be away from home, even for a short trip to the grocery store or to dinner, so they can keep an eye on your home while you are away. Become familiar with your neighbor's cars so you will know who belongs and who does not. Any car that does not belong in your neighborhood should be considered a possible suspect.

3. Report suspicious vehicles to your block captain. **Do not** call the law enforcement agency unless you are reporting an actual crime, suspected crime, or threatening situation to yourself or neighbors.
4. Engrave your possessions with your North Carolina driver's license number and take a written inventory. Take photographs of jewelry, silver, antiques and art. Take a photograph of the four walls in every room of your home. Keep one copy of your personal property and photograph in a deposit box or somewhere away from your home.
5. Do not give out any information about your home or family over the phone. Do not tell strangers when you will be away. Be suspicious of anyone you do not know. Do not display your name on a mailbox or plaque. Burglars can phone ahead to make sure your house is empty by simply looking up your name in the phone book. However, do put the house number and street name on the mailbox. This helps in locating your home in an emergency situation.
Do not advertise that you are living alone. Single persons should list their names in the phone directory with only the first and middle initials.
6. Never open your door to strangers. Install a door viewer and chain lock so you can properly identify callers before fully opening your door. Do not be afraid to demand proper identification.
7. Do not put a name tag on your house keys. Do not give keys to strange servicemen. Separate auto keys and house keys to avoid duplications. Never leave a key under a doormat, in the mailbox or hanging from a nail. Burglars know all the "secret hiding places."
8. Install double cylinder dead bolt locks on all exterior doors six inches above or below the present locks. If you use the dead bolt lock when you are home, leave the key in the lock to prevent your house from becoming a firetrap. Sliding glass doors should be secured with a pin-type locking device or "charlie bar." Window gates and special window locks that can be opened only with a key are effective; however, if you do install these locks, leave the key in them when you are home. Do not let your house become a firetrap while trying to protect it from burglars.
9. Keep garage doors closed and locked. An empty garage is a reasonably good sign that the homeowner is away. Lock up any tools that may be used for prying or breaking.

10. When away from home, make your home look and sound occupied. Keep some interior lights burning. To create the appearance that someone is at home, use a timer to turn lights on and off at normal times. A radio playing adds to the illusion that the home is occupied. When in doubt a thief usually looks for an easier target. Your home's exterior should be well lighted. Do not leave blind spots where burglars can hide.
11. Keep a dog if you can. A barking dog is still one of the most effective burglar alarms. Burglars would rather find another house than hassle with an angry dog.

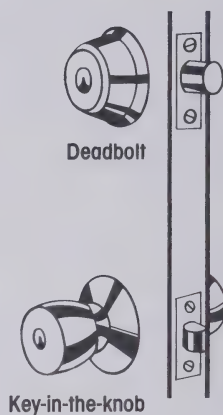
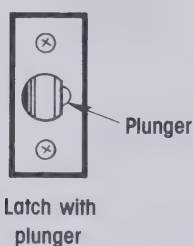
Guidelines for the Placement of Community Watch Signs

1. The location of each Community Watch sign on the State Highway System right-of-way must be approved by the Department of Transportation's Division Engineer in your area after a traffic engineering review has determined such signs will not interfere with or impair the effectiveness of official highway traffic control or regulatory signs.
2. Community Watch signs will not be allowed within the fully controlled access limits of right-of-way on the State Highway System.
3. The Traffic Engineering Branch of the Department of Transportation has designed a standard sign that must be ordered through Prison Enterprises. The county sheriff's department can order this sign directly for citizens, or the local municipality's police department can have the League of Municipalities order the signs from Prison Enterprises. The standard sign reads, "This Area Observed by Community Watch Citizens." It also includes space at the bottom of the sign for the name of the local law enforcement agency. The 24" x 18" sign is white on a green reflectorized background.
4. The cost of the Community Watch signs, the cost for erection of these signs, and the maintenance cost for these signs shall be the responsibility of the person or organization requesting permission to place such signs on the State Highway System right-of-way. Should the Community Watch signs not be properly maintained, the Department of Transportation reserves the right to remove such signs.
5. The cost of the Community Watch signs, for a city or town ordering through the League of Municipalities, is \$13.93. It will take approximately three to four weeks for delivery of the signs after the order is received by Prison Enterprises. There is no difference in price or in the length of time for delivery if ordering the Community Watch signs in bulk.

Security Devices

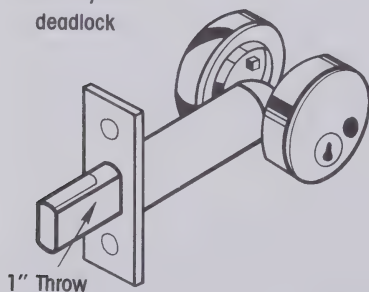
Doors

Hinged Doors

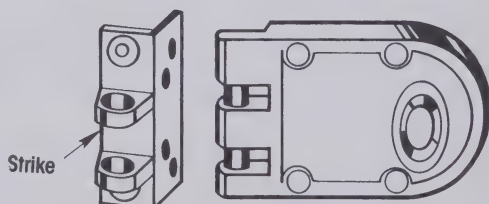
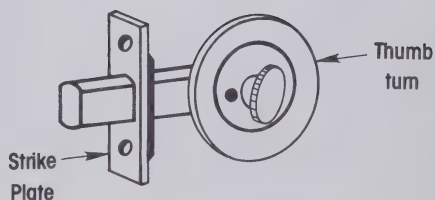


Locks for Hinged Doors

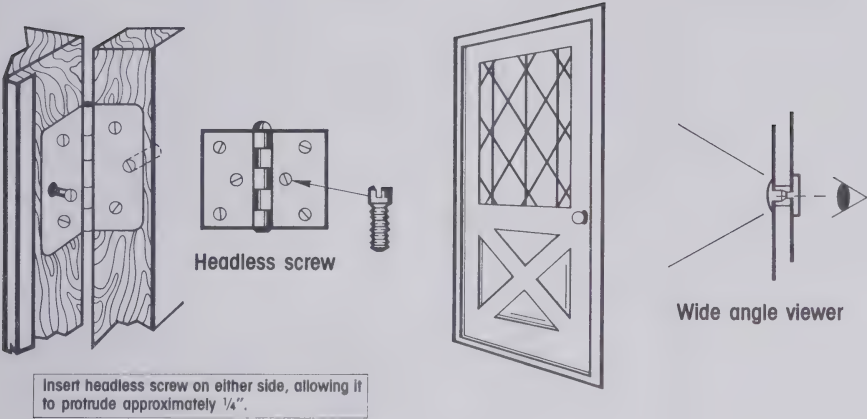
Double cylinder deadlock



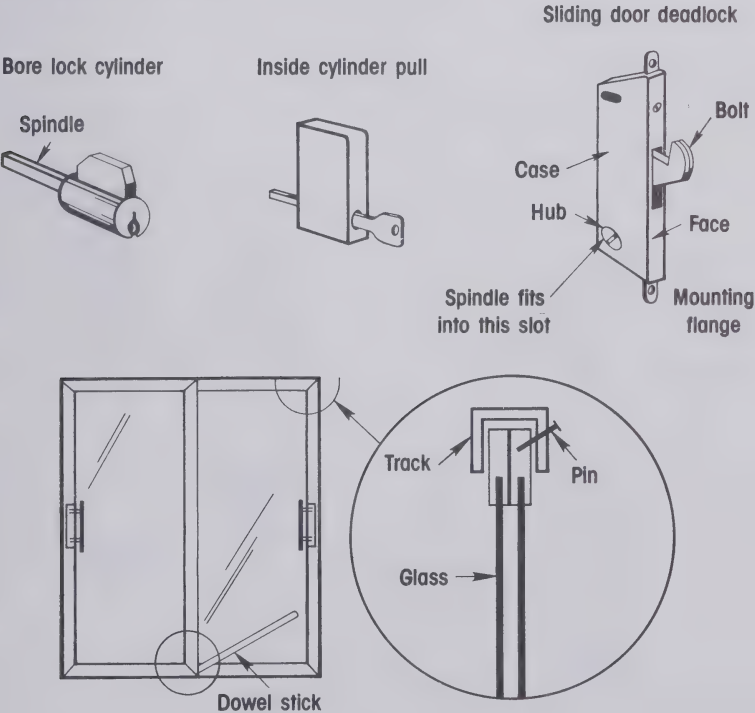
Special care must be taken to allow for emergency exit. Occupants must have access to keys.



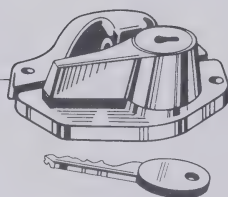
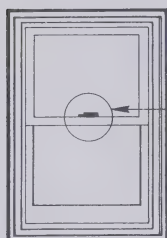
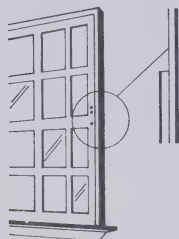
Doors



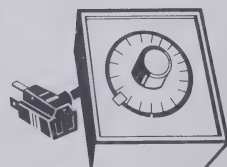
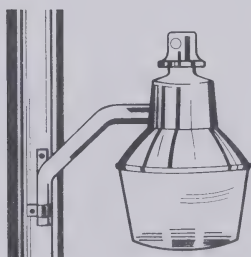
Sliding Glass Doors



Windows



Lights



Timer

How To Report A Crime

When reporting a crime be sure to answer the following questions:

1. Who are you?
2. Where are you calling from?
3. What crime is being committed?
4. Where is the crime occurring?
5. How many people are involved?
6. What do they look like?
7. What do their vehicles look like?

Telephone Numbers You Should Know

Police/Sheriff _____

Fire Department _____

Ambulance _____

Burglary Prevention Checklist for Homes

Survey your home with this check list. Every "no" check mark shows a weak point that may help a burglar. As you eliminate the "no" checks, you improve your protection.

Go through this list carefully and systematically. You may want to look over this situation in daytime, when most house burglars work, as well as in the night.

Remember, this check list only points out your weak points. You are not protected until these are corrected. Complying with those suggestions will not, of course, make your property burglar proof, but it will certainly improve your protection.

Doors

	Yes	No
1. Are the locks on your most used outside doors of the cylinder type?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are they of either the deadlocking or jimmy-proof type?	<input type="checkbox"/>	<input type="checkbox"/>
3. Can any of your door locks be opened by breaking out glass or a panel of light wood?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you use chain locks or other auxiliary locks on most used doors?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do the doors without cylinder locks have a heavy bolt or some similar secure device that can be operated only from the inside?	<input type="checkbox"/>	<input type="checkbox"/>
6. Can all of your doors (basement, porch, french, balcony) be securely locked?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do your basement doors have locks that allow you to isolate that part of your house?	<input type="checkbox"/>	<input type="checkbox"/>
8. Are your locks all in good repair?	<input type="checkbox"/>	<input type="checkbox"/>
9. Do you know everyone who has a key to your house? (Or are there some still in possession of previous owners and their servants and friends?)	<input type="checkbox"/>	<input type="checkbox"/>

Windows

	Yes	No
10. Are your window locks properly and securely mounted?	<input type="checkbox"/>	<input type="checkbox"/>
11. Do you keep your windows locked when they are shut?	<input type="checkbox"/>	<input type="checkbox"/>
12. Do you use locks that allow you to lock a window that is partly open?	<input type="checkbox"/>	<input type="checkbox"/>
13. In high hazard locations, do you use bars or ornamental grille?	<input type="checkbox"/>	<input type="checkbox"/>
14. Are you as careful of basement and second floor windows as you are of those on the first floor?	<input type="checkbox"/>	<input type="checkbox"/>
15. Have you made it more difficult for the burglar by locking up your ladder, avoiding trellises that can be used as a ladder or similar aids to climbing?	<input type="checkbox"/>	<input type="checkbox"/>

Garage

16. Do you lock your garage door at night?	<input type="checkbox"/>	<input type="checkbox"/>
17. Do you lock your garage when you are away from home?	<input type="checkbox"/>	<input type="checkbox"/>
18. Do you have good secure locks on the garage doors and windows?	<input type="checkbox"/>	<input type="checkbox"/>
19. Do you lock your car and take the keys out even when it is parked in your garage?	<input type="checkbox"/>	<input type="checkbox"/>

When You Go On A Trip

20. Do you stop all deliveries or arrange for neighbors to pick up papers, milk, mail, packages?	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you notify a neighbor?	<input type="checkbox"/>	<input type="checkbox"/>
22. Do you notify your sheriff? They provide extra protection for vacant homes.	<input type="checkbox"/>	<input type="checkbox"/>
23. Do you leave some shades up so the house doesn't look deserted?	<input type="checkbox"/>	<input type="checkbox"/>

24. Do you arrange to keep your lawn and garden in shape?
- ☐☐

Safe Practices

	Yes	No
25. Do you plan so that you do not need to "hide" a key under the door mat?	<input type="checkbox"/>	<input type="checkbox"/>
26. Do you keep as much cash as possible and other valuables in a bank?	<input type="checkbox"/>	<input type="checkbox"/>
27. Do you keep a list of all valuable property?	<input type="checkbox"/>	<input type="checkbox"/>
28. Do you have a list of the serial numbers of your watches, cameras, typewriters and similar items?	<input type="checkbox"/>	<input type="checkbox"/>
29. Do you have a description of other valuable property that does not have a number?	<input type="checkbox"/>	<input type="checkbox"/>
30. Do you avoid unnecessary display or publicity of your valuables?	<input type="checkbox"/>	<input type="checkbox"/>
31. Have you told your family what to do if they discover a burglar breaking in or already in the house?	<input type="checkbox"/>	<input type="checkbox"/>
32. Have you told your family to leave the house undisturbed and call the sheriff or police if they discover a burglary has been committed?	<input type="checkbox"/>	<input type="checkbox"/>

This checklist was designed to help you go through your home and make a check to see that you are not inviting a burglary by having an "open house". The checklist covers the common areas of weakness in residential security.

If you would like professional advice and assistance in a thorough home security inspection, call your local law enforcement agency.

To keep your guard, take a critical look at your home security every three to four months. Don't become lax — crime prevention is a continuous process.

Who To Contact For Additional Information

Special Assistant for Local Law Enforcement
Department of Crime Control and Public Safety
P. O. Box 27687
Raleigh, N. C. 27611
Phone: (919) 733-4343

Governor's Office of Citizen Affairs
Administration Building
116 West Jones Street
Raleigh, N. C. 27611
Phone: 1-800-662-7952

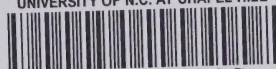
The National Sheriff's Association
Suite 320
1250 Connecticut Avenue
Washington, D. C. 20036
Phone: (202) 872-0422

Your Local Police Department

Your Local Sheriff's Department

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